

A meeting of the **Communications and Events Committee will take place on **Tuesday 15 September 2020 at 7.00 pm via Zoom.****

Due to the current COVID 19 restraints members of the public are encouraged to submit any questions they have in writing to the Town Clerk via e-mail – contact@stokesleytowncouncil.gov.uk or posting to ‘Freepost STOKESLEY TOWN COUNCIL’

If any Member of the public wishes to participate in the meeting please notify the Clerk in writing to the above e-mail address by 12 noon on the day of the meeting and you will be issued with a ‘Zoom’ meeting invitation log in so you can join remotely. Draft minutes from the meeting will be available on our website www.stokesleytowncouncil.gov.uk

AGENDA

1. **NOTICE OF MEETING**
Public notice of the meeting has been given in accordance with Schedule 12, paragraph 10(2) of the Local Government Act 1972.
2. **MEMBERS OF THE PUBLIC**
Members of the public will be given the opportunity to make any comments and raise any questions.
3. **APOLOGIES FOR ABSENCE**
4. **DECLARATIONS OF INTERESTS IN ITEMS ON THE AGENDA**
5. **ELECTION OF THE CHAIRMAN**
6. **TERMS OF REFERENCE**
To review the Terms of Reference for the Communication and Events Committee.
7. **MINUTES OF THE MEETING HELD ON WEDNESDAY 29 JANUARY 2020**
To approve the minutes from the meeting held on 29 January 2020.

8. DIGITAL

- a. General Data Protection Regulations (GDPR) – Compliance.
- b. Website:
 - i. Accessibility Compliance;
 - ii. Review Visitors Statistics;
 - iii. Content – business directory section / links / map.
- c. Town Wifi – to review the relevance and continued support.
- d. Ongoing Communications – campaigns – Facebook / Twitter / E-mail.
- e. To review the Draft Information and Information Technology Policy.

9. PRINT

- a. Vibrant Market Towns map.
- b. Newsletter.

10. EVENTS 2020

- a. Stokesley Sparkle – 26 November 2020.

11. EVENTS 2021

- a. Food Fest.
- b. Stokesley Sparkle – 30 November 2021.
- c. Other Events.